



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON, DC 20350-2000

IN REPLY REFER TO

5520

Ser 09N2/6U871235

OCT 12 2006

From: Chief of Naval Operations

Subj: PARTIAL MASKING OF SOCIAL SECURITY NUMBERS ON
MILITARY ORDERS

1. The Chief of Naval Personnel (CHNAVPERS) has implemented an initiative to mask all but the last 4 digits of the Social Security Number (SSN) on permanent change of station orders. Command security managers should be aware of this initiative.
2. The Deputy Commander, Navy Personnel Command (PERS-00B), advised the masking of SSNs from orders is part of an effort to reduce dependence on the SSN and the vulnerability of the Navy to Privacy Act violations. The Manpower, Personnel, Training & Education (MPT&E) Enterprise is systematically reducing the exposure of our Sailors' personal information. CHNAVPERS is conducting a comprehensive Enterprise-wide review of all processes, forms, databases, and systems to determine where the SSN is being used. The team is developing business rules for assessing the requirement for SSNs in each instance and adjudicating its continued use. This includes eliminating the use of SSNs, masking SSNs, retaining SSNs, and improving safeguards. This will impact the personnel security professional as the full 9 digit SSN is required to screen prospective gains in the Joint Personnel Adjudication System (JPAS).
3. It is recommended that security managers contact their command military administration officer who has access to the Enlisted Distribution Verification Report (EDVR) and the Officer Distribution Control Report (ODCR) to determine the full 9-digit social security number.

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4. The CNO(N09N2) point of contact is Ms. Mary Anderson at
(202) 433-8854 or manderson@ncis.navy.mil.

A handwritten signature in dark ink, appearing to read "C. R. Sontag", with a stylized flourish at the end.

C. R. SONTAG
Assistant for Information
and Personnel Security

Distribution:

CNO (N09B11)
COMLANTFLT
COMPACFLT
COMUSNAVEUR
COMNAVAIRSYSCOM
COMNAVSEASYS
COMNAVFAENGCOM
COMSPAWARSYSCOM
COMSC
COMNAVRESFOR
COMNAVPERCOM
BUPERS
COMNAVDIST
CNI
DIRSSP
ONI
COMNAVLEGSVCCOM
USNANAVPGSCOL
NAVWARCOL
BUMED

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PRESINSURV
NAVOBSY
COMNAVSPECWARCOM
NAVSTKAIRWARCEN
COMOPTEVFOR
NAVHISTCEN
FLDSUPPACT
NCTSI
COMNAVSAFECEN
COMNAVMETOCCOM
COMNAVNETWARCOM
NETC
CNR
NAVYJAG
NAVCRIMINSERV (CODE 11A)
HQMC (ARS)
Dir, PSAB
NAVY IPO